



# CHENNAI PORT AUTHORITY

MECHANICAL & ELECTRICAL ENGINEERING  
DEPARTMENT

NO.1, RAJAJI SALAI, CHENNAI – 600 001.

**QUOTATION NO.MEE/EC2/69/2022/DY.CME (MP&OH)THC**

## **QUOTATION DOCUMENT**

FOR

**REWINDING & RECONDITIONING OF 7 NOS. 7.5 HP OPEN WELL  
SUBMERSIBLE PUMP SETS AT TONDIARPET HOUSING COLONY  
IN CHENNAI PORT AUTHORITY.**

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**e-Quotation can be submitted online on or before 22.02.2023  
at 14.30 Hrs. on the website [e-procure.gov.in](http://e-procure.gov.in). The e-Quotation  
will be opened on 23.02.2023 @ 15.00 Hrs.**

# CHENNAI PORT AUTHORITY

QUOTATION No. MEE/EC2/69/2022/DY.CME (MP&OH)THC

**e-QUOTATION FOR REWINDING & RECONDITIONING OF 7 NOS.  
7.5 HP OPEN WELL SUBMERSIBLE PUMP SETS, AT TONDIARPET  
HOUSING COLONY IN CHENNAI PORT AUTHORITY.**

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e- Quotation document can be submitted online only on the e-tender website e-procure.gov.in on or before the due date and time. However, one hard copy of the Quotation shall be submitted as specified in the Quotation. The time of opening of the quotation will be opened on **23..02.2023** at 15.00 Hrs.

CHIEF MECHANICAL ENGINEER.  
CHENNAI PORT AUTHORITY

# CHENNAI PORT AUTHORITY

No.1, Rajaji Salai, Chennai-600 001.

## NOTICE INVITING, e-QUOTATION

**e-QUOTATION FOR REWINDING & RECONDITIONING OF 7 NOS.  
of 7.5 HP OPEN WELL SUBMERSIBLE PUMP SETS, AT  
TONDIARPET HOUSING COLONY IN CHENNAI PORT AUTHORITY.**

Last Date of Bid Submission : 22.02.2023

Date of Opening of Bid : 23.02.2023

For further details, please visit: [e-procure.gov.in](http://e-procure.gov.in)

[www.chennaiport.gov.in](http://www.chennaiport.gov.in)

**CHIEF MECHANICAL ENGINEER**

## **INSTRUCTIONS FOR ONLINE BID SUBMISSION**

- l) Bidders to follow the following procedure to submit the bids online through the e-Procurement site <https://eprocare.gov.in>
1. Bidder should do the registration in the quotation site using the 'Click here to Enroll' option available.
2. Then the Digital Signature of SIFY/TCS/nCode or any Certifying Authority is to be registered after logging into the site.
3. Bidder can use 'My Space' area to update standard documents in advance as required for various quotations and use them during bid submission. This will facilitate the bid submission process by reducing time.
4. Bidder may read the quotation published in the site and download the required documents/quotation schedules for the quotations he is interested.
5. Bidder then logs into the site using the secured log in by giving the user id/password chosen during registration and password of the DSC/e-token.
6. Only one DSC should be used for a bidder and should not be misused by others.
7. Bidder should read the quotation schedules carefully and submit the documents as asked, otherwise, the bid will be rejected.
8. Bidder should take into account of the corrigendum's published before submitting the bids online.
10. Bidder must in advance prepare the bid documents to be submitted as indicated in the quotation schedule and they should be in required format. If there is more than one document, they can be clubbed together.
11. Bidder should prepare the Quotation fee as specified in the quotation. The original should be posted/couriered/given in person to the specified location as per Quotation Document, latest by the date of bid submission.
12. Bidder selects the quotation which he is interested using search option & then moves it to the 'my favorites folder'.
13. From the 'my favorites folder', he selects the quotation to view all the details indicated.
14. The Bidder reads the terms & conditions and accepts the same to proceed further to submit the bid.
15. The Bidder has to select the payment option as offline to pay the Quotation fee as applicable.
16. The details of the DD physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the bid submitted will not be acceptable. However, either a Soft copy (scanned copy) or Hard copy of Quotation Fee shall be confirmed before opening of Quotation.
17. The Bidder has to enter the password of the DSC/e-token and the required bid documents have to be uploaded one by one as indicated.

18. The rates offered details have to be entered separately in a spread sheet file (xls) in the space allotted and should be updated as BOQ.xls file for each quotation after the financial bid. The BOQ file, if found modified by the bidder, his bid will be rejected.
19. The quotation system will give a successful bid updation message & then a bid summary will be shown with the bid no. & the date & time of submission of the bid with all other relevant details. The bidder has to submit the relevant files required as indicated in the cover content. In case of any irrelevant files, the bid will be rejected.
20. The bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid.
21. The bid summary will act as a proof of bid submission for a quotation floated and will also act as an entry point to participate in the bid opening date.
22. For any clarifications with the TIA, the bid number can be used as a reference.
23. Bidder should log into the site well in advance for bid submission so that he submits the bid in time (i.e.) on or before the bid submission time. If there is any delay, due to other issues, bidder only is responsible.
24. Each documents to be uploaded online for the quotations should be less than 2 MB. If any document is more than 2 MB, it can be reduced by scanning at low resolution and the same can be uploaded. However, if the file size is less than 1 MB the transaction uploading time will be very fast.
25. The time settings fixed in the server side & displayed at the top of the quotation site, will be valid for all actions of requesting, bid submission, bid opening etc., in the e-procurement system. The bidder should follow this time during bid submission.
26. All the data being entered by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered will not viewable by unauthorized persons during bid submission & not be viewable by any one until the time of bid opening.
27. The confidentiality of the bids is maintained since the secured Socket Layer 128 bit encryption technology is used Data storage encryption of sensitive fields is done.
28. Any documents that are uploaded to the server are subject to symmetric encryption using a generated symmetric key. Further this key is subjected to asymmetric encryption using buyer's public keys. Overall, the submitted quotation documents become readable only after the quotation opening by the authorized individual.
29. Quotationer is required to submit their Quotation through online in the form of single cover system on or before due date of closing time **22 / 02 / 2023 at 14.30 Hrs.** The Quotation received after the due date and time will not be entertained.

Quotation Document can be submitted online only in the designated single cover system on the e-quotation website eprocure.gov.in on or before the due date and time. However, one Hard copy of the Quotation shall be submitted as specified in the Quotation. The time of opening of bid will be on **23 / 02 / 2023 at 15.00 Hrs.** Quotationer should submit the Quotation as per specification indicated in Schedule 'A' and accordance with the General Conditions.

Price should be quoted in Online “**Price Schedule – ‘A1’** (as per BOQ). Price should be quoted in a spread sheet file (.xls format) available in e- procurement portal only. Any indication of ‘Quoted price’ in the online technical bid documents shall be lead to rejection of the bid outright. For evaluation purpose, the uploaded offer documents will be treated as authentic and final. The price bid submitted through e-procurement mode only will be taken up for the purpose for evaluation.

**Note:** The bidder shall also send the hard copy of Quotation fee in original along with signed and sealed Quotation document to CME, Chennai Port Trust through post or by hand so as to reach on or before the bid opening date for the purpose of realization.

### III. **EVALUATION PROCESS:**

- 1) The following points shall be considered by the bidder before submitting the bid:
  - a. It is received by the proposed Due Date and Time.
  - b. It is Digitally Signed.
  - c. It contains the information and documents as required in the Quotation Document.
  - d. Contains cost of the Quotation document (wherever applicable).
  - e. It mentions the validity period as set out in the document.
  - f. It provides the information in reasonable detail.
  - g. There shall be no significant inconsistencies between the proposal and the supporting documents.
  - h. The Port Authority reserves the right to reject any Quotation which in its opinion is non-responsive and no request for alteration, modification, substitution or withdrawal shall be entertained by the Port Authority in respect of such Quotations.
- 2) Quotationer should obtain temporary pass from the Port Asst. Traffic Manager (Central Pass Section) near Out Gate of Centenary Building, Chennai Port Authority, Rajaji Salai, Chennai 600 001 to gain entry into the Port’s premises if necessary.
- 3) The Fax / E-Mail offers will be treated as defective, invalid and rejected. Only detailed complete offers received through online prior to closing time and date of the quotations will be taken as valid.

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## CHENNAI PORT AUTHORITY

### GENERAL CONDITIONS

#### 1. GST Registration Number and PAN CARD Number:

The Contractor should submit the GST Registration Number and Pan Card Number along with the offer without fail failing which your offer will not be considered for evaluation.

#### 2. Taxes:

- i) Tenderers will examine the various provisions of the Central Goods & Services Tax Act-2017 (CGST)/ Integrated Goods & Services Tax (IGST)/ Union Territory Goods & Services Tax (UGST) respective State's State Goods & Services Tax Act (SGST) also, as notified by Central/State Government and as amended from time to time and applicable taxes before bidding. Tenderers will ensure that full benefit of Input Tax Credit (ITC) likely to be availed by them is duly considered while quoting rates.
- ii) The rate quoted by the Contractor/Supplier shall be inclusive of all Taxes and Duties other than GST. Applicable GST will be paid by ChPA based on the Tax Invoice.
- iii) The Financial evaluation will be based on the total base price quoted by the Contractor / Supplier excluding GST.
- iv) The firm shall furnish the Tax invoices as per GST Act/Rules in the name of the Chennai Port Trust by mentioning the GSTIN of ChPA and indicating amounts of GST separately. The GSTIN of ChPA is **33AAALC0025B1Z9**.
- v) The Contractor / Firm shall remit the GST amount in the invoice to the Government within the due dates and also file the returns by mentioning the GSTIN of ChPA to enable ChPA to avail eligible Input Tax Credit (ITC).
- vi) The contractor/ firm shall indemnify Chennai Port Trust from any loss of eligible ITC of GST paid by it to the Contractors/Suppliers based on their tax invoice, due to non-payment of GST or non-filing of GST returns by the contractor/firm or noncompliance of GST Act/provisions. The contractor/firm shall remit such GST amount with applicable interest and penalties to the ChPA within 7 days from the date of intimation by the ChPA about non-availing of eligible ITC. ChPA also reserves its right to deduct such GST amount with interest and penalties from the subsequent bills, Security Deposit or any amount due to the contractor by ChPA".
- vii) Applicable statutory recoveries including TDS under Income Tax, TDS under GST provisions etc., will be deducted/recovered while accounting for or making payment to the Contractor/Supplier as per the applicable law.
- viii) If the Tenderer / Supplier who are default in GST compliance, ChPA will not accept for payment.
- ix) Bill amount along with GST shall be paid if GST is reflected in the GST portal or if the tenderer / supplier submit Tax Invoice and copy of the GSTR – 1 filed along with remittance details.

- x) If the Tenderer / supplier submits Tax Invoice and undertaking along with Tax Invoice duly indemnifying Chennai Port Trust from any loss of eligible Input Tax Credit of GST due to non-payment of GST or non-filing of GST Returns or non-compliance of GST Act / Provision. Bill amount along with GST shall be paid. However,
- a) If such Tenderer / Supplier does not comply with GST Act, ie Filing of Returns / Remittance of GST within stipulated date, the Port shall not release the subsequent Running Account bills:
- b) In First & Final Bill passed cases, the Port will adjust the defaulted GST from security deposit / any amount payable to them.
- xi) Any Demand/Interest/Penalty etc., arising to Chennai Port due to non-compliance of statutory requirements with reference to Income Tax and GST Laws by the Contractor/ Suppliers/ Port Users shall be borne by the Contractor/ Suppliers/ Port Users. The firm shall indemnify the Port against such non fulfillment of obligations.

#### **TDS under GST**

i) Section 51 of CGST Act and 1<sup>st</sup> proviso to section 20 of IGST Act make it obligatory for CHPT to deduct TDS @ 2% on the “amounts paid to vendor” or amounts credited to the account of the Vendor/Contractor.

(ii) If the purchase is made from a vendor located in Tamilnadu, then the TDS of 2% will be @ 1% under SGST and another 1% will be under CGST. If the purchase is made from a vendor located in a State/UT other than Tamilnadu, then the TDS of 2% will be under IGST.

(iii) This GST TDS is mandatory in the payments/purchase are made for the contract value more than Rs.2,50,000/-. It does not depend on the individual invoice values, but it depends on the “Value of Contract”.

#### **4. Completion Period:**

The entire work shall be completed within **30 days** from the date of handing over the open well submersible pump sets.

#### **5. Payment Terms:**

100% payment will be made after satisfactory completion of the entire work as per work order and acceptance by Engineer In Charge.

The tenderer shall quote the Bank Account details for the payment through ECS along with PAN. A copy of the Pan Card shall be furnished.

Payment will be made through e-payment after satisfactorily completion of the work. The payment will be made on production of pre-receipted bill in the Trust’s format and being certified by the Trust’s Engineer.

#### **6. Liquidated Damages / Late Delivery Charges:**

The contractor shall complete the work within the completion period. Failure of which, the Liquidated Damages/Late Delivery Charges shall be ½ % of the contract value per week or part thereof (a week is defined as 7 days inclusive of holidays) subject to a maximum of 10% of the contract value.



## **7. Validity:**

The validity period for the offer shall be 120 days from the date of opening of quotation.

## **8. Guarantee Period:**

The supply/works shall be guaranteed for a period of **12 months** (One Year) from the date of acceptance of the work. Any defect observed during the guarantee period, the same shall be rectified by the firm free of cost.

## **9. Security Deposit:**

- a) The security deposit in any manner suggested above shall be to the extent of 3% of the total contract amount of accepted tender towards security for the due fulfilment of the conditions of contract and the Tenderer must execute an Undertaking in the form hereto annexed. The Demand draft/Bankers' Cheque shall be furnished immediate from the date of placement of order. The Demand draft/Bankers' Cheque shall be in favour of the Chairman, Chennai Port Authority payable at Chennai. No interest will be allowed on each deposits.
- b) 3% of the amount deposited by the Tenderer as security under the Contract will be refunded to the contractor along with the bill after the date of completion of the work.

## **10. ESI Clause:**

The details of employees proposed to be engaged shall be furnished to this office before the commencement of the work..

- (a) As per the Govt. Notification dated 20.07.2009, Chennai Port Trust has registered under the ESI Act on 26.09.2012 with ESI Corporation and provision of ESI Act, 1948 are applicable to Chennai Port Trust, a Social Security Act, is applicable to Factories using power and employing 10 or more personnel and establishment employing 20 or more persons and drawing wages/salary upto Rs.21,000/- per month. Workers covered under ESI Act, are entitled for full medical care for self and family. Besides, cash benefit in the event of sickness, maternity and employment injury. Accordingly, the contractual/casual employees drawing wages upto Rs.21,000/- per month employed either directly by Port Trust or through contractor are covered under ESI Act, 1948. It is obligatory on the part of the employer to calculate and remit ESI contribution comprising of employers' share of 4.75% plus employees' share of 1.75% which is payable on or before 21<sup>st</sup> of the following month, to which the salary relates.
- (b) In case of Contractor employs more than 20 employees, they should register their name with ESI as per ESI Act, 1948 and obtain ESI Code. Both Employers share of 4.75% and Employees contribution of 1.75% (recovered from employees), totally 6.5% to be paid as contribution to ESI in their Code on or before 21<sup>st</sup> of following month to which the salary relates and acknowledgement for the same shall be submitted to the Port while claiming the bill. The bill without the acknowledgment of ESI contribution will not be entertained. In case the contractor has not paid the ESI contribution same will be recovered in the running bill and paid to the ESI Corporation in contractor's code. The delay in payment of contribution payable under the Act may be recovered as an arrear of Land Revenue.

- c) In case the contractor employs less than 20 employees, the list of employees' names, their father's name, identification proof, one passport photo shall be submitted to the Port Trust. The contribution of ESI amount, both Employers share of 4.75% and Employees contribution of 1.75% (recovered from Employees salary), totally 6.5% shall be paid by the Contractor in the Chennai Port Trust Code on or before 21<sup>st</sup> of the following month to which the salary relates or otherwise payment to the contractor will be withheld. If the contractor fails to comply with the above instruction, then the Principal Employer (Chennai Port Trust) will make payment to the ESI Corporation. Such amount will be deducted from any amount due to the contractor. The delay in payment of contribution payable under the Act may be recovered as an arrear of Land Revenue.
- (d) As per the above government Notification i) All intending tenderer at the time of Tender shall disclose all necessary documents as to whether they are covered under ESI Act or not.  
ii) In case they are covered under ESI Act, they have to furnish the details of registration.  
iii) In case the tenderer does not possess ESI Registration at the time of participation in the Tender, then they should obtain registration under ESI Regulations before award of the work by Chennai Port Trust and submit the same within 30 days from the date of issue of work order. Any payment towards the work order will be made only after the ESI registration.  
iv) The Tenderer shall submit his first bill together with evidence of having obtained registration under ESI regulations and only then the bill will be processed for payment. Subsequently, the Tenderer should periodically submit to Chennai Port the Form 6 prescribed under ESI Regulations along with the proof for having remitted his dues under ESI Regulations in respect of the workers / labours employed for the work awarded by Chennai Port to facilitate making payment for the bills of the Contractor.  
v) In case, the Tenderer is not covered under ESI Act or exempted, they would furnish necessary documents along with an affidavit in original affirming before a first class Judicial Magistrate in a Non Judicial Stamp Paper worth Rs.20.00 to that effect.  
vi) In case they are not covered under ESI Act, they must additionally indemnify ChPT against all damages & accident occurring to his labour in a Non – Judicial Stamp paper worth Rs.100/-.

**(v) EMPLOYEES P.F. & MISCELLANEOUS PROVISION ACT 1952:**

The Act provides for monthly contributions by the employer plus workers @ 10% of Basic DA. The benefits payable under the Act are:

- (i) Pension or family pension of retirement or death, as the case may be.
- (ii) Deposit linked insurance on the death in harness of the worker.
- (iii) Payment of P.F. accumulation on retirement/death etc.

**(vi) Insurance**

The Tenderer advised to take necessary insurance at his cost for his employees, materials and machineries etc.

**Dy.CHIEF MECHANICAL ENGINEER  
CHENNAI PORT AUTHORITY**

**e-QUOTATION FOR REWINDING & RECONDITIONING OF 7 NOS.  
7.5 HP OPEN WELL SUBMERSIBLE PUMP SETS AT TONDIARPET  
HOUSING COLONY IN CHENNAI PORT AUTHORITY.**

**TECHNICAL SPECIFICATION**

**SCHEDULE - 'A'**

**1.0 GENERAL:**

Chennai Port Authority proposes to carry out the work of rewinding & reconditioning of 7 Nos. 7.5 HP Open Well Submersible Pump sets, replacement of bush bearings, oil seal, cable, monoplate, counter plate, gasket and S.S. Bolt nuts of the Open Well Submersible pump sets at Tondiarpet Housing Colony, Chennai Port Authority.

**2.0 SCOPE OF WORK:**

The contractor has to carried out the following works:

- i) Removal of burnt out winding and complete rewinding of submersible pump sets as per the original one.
- ii) Replacement of bush bearings as per the original size on both driven and non-driven end with new bush bearings in the existing pump sets and applying greasing.
- iii) Replacement of oil seals, Sleeves and S.S. Bolt nuts as per the original.
- iv) Replacement of 3 core x 4 Sq.mm. flat copper flexible cable without joints.
- v) Replacement of Mono plate and Counter plate as per the original.
- vi) Repainting of submersible pump sets with one coat of primer and two coats of super enamel paint of green in colour by using spray guns.
- vii) Transporting the Open well submersible pump sets from T.H. Colony to Work site and from Work site to T.H. Colony.
- viii) Testing and Handing over of Open well submersible Pump sets with good working condition (above 75% of load utilization).

**3.0 GENERAL TERMS AND CONDITIONS:**

- i) The Technical Specification – Schedule 'A' and Schedule 'A1' (Price and Quantities) to be read in conjunction to make sure of the works involved.

- ii) The Contractor is requested to offer rates as per Chennai Port Authority's format "Schedule-A1" without fail and shall mention taxes and duties.
- iii) Safety and safe custody of materials, tools and plants that are required by the firm during works, testing and till handing over to Chennai Port Authority shall be the responsibility of the Contractor.
- iv) The removed old copper coils returned to 11 KV Substation at T.H.Colony.
- v) The Dismantled parts of the open well submersible pump sets as per the requirement of the spares, if necessary to be replaced.
- vi) The firm shall be responsible for any damage (or) loss to the Chennai Port Authority property.
- vii) The Electrical Point will be provided by Chennai Port Authority for testing the pump sets before handing over.
- viii) The entire work shall be completed within **30 days** from the date of handing over the Open well submersible pump sets.
- ix) The supply / works shall be guaranteed for a period of **12 months (One year)** from the date of acceptance of the work. Any defect observed during the guarantee period, the same shall be rectified by the firm free of cost.
- ix) For any clarifications, the firm may contact Ex.E.(PL&THC), 1st floor, Materials Management Division Building, Chennai Port Authority, Telephone No. 044-25312283.

**Dy.C.M.E.(MP&OH)/THC  
CHENNAI PORT AUTHORITY**

**e-QUOTATION FOR REWINDING & RECONDITIONING OF 7 Nos. 7.5 HP OPEN WELL SUBMERSIBLE PUMP SETS AT TONDIARPET HOUSING COLONY IN CHENNAI PORT AUTHORITY.**

**SCHEDULE 'A1'**

<b>Sl. No.</b>	<b>Description of work</b>	<b>Qty.</b>	<b>Unit</b>	<b>Rate/ Unit Rs.</b>	<b>Amount Rs.</b>
1.	Charges for the removal of burnt out winding and complete rewinding of submersible pump sets using PVC insulated copper wire as per the original one.	7	Nos.		
2.	Charges for replacement of 4 Nos. bush bearings, bushes on both driven and non-driven end duly applying greasing, 1 set oil seal, sleeves, S.S. Bolt Nuts, 1 No. Mono plate and 2 Nos. Counter plate.	7	Nos.		
3.	Charges for replacement of 8 Mtrs. Length 3 core x 4 sq.mm flat copper flexible cable without joints.	7	Nos.		
4.	Charges for painting of submersible pump sets with one coat of primer and two coats of super enamel paint of green in colour.	7	Nos.		
5.	Charges for Transporting the Open well submersible pump sets from T.H.Colony to worksite and vice versa.	7	Nos.		
<b>TOTAL AMOUNT IN Rs.</b>					

**(Rupees.....only  
Exclusive of GST)**

**CONTRACTOR  
SIGNATURE AND SEAL**